

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 3277

TITLE: OUTREACH WORKER II

GRADE: S-18

DEFINITION:

Under general supervision, to establish contact with and give guidance to troubled youth, throughout the County; or on assigned shift, to provide custody, general care and close supervision of children detailed by the courts; and to do related work as required.

TYPICAL TASKS:

Counsels on a variety of social, relational, and personal issues including drug use, sexuality and values clarification; may use recreational programs as part of the counseling process; responds to crisis situations, maintains records, logs, and completes a variety of reports.

Outreach: either through informal contact with juvenile groups and individuals in the community, or through formal referrals, independently manages an assigned caseload; provides short-term counseling and guidance to pre-delinquent and delinquent juveniles; establishes rapport with youth through casual contact and informal meetings; may make presentations to local civic groups; provides information and referral, and may conduct follow-up to insure clients needs have been met; organizes and administers special programs, group meetings and trips; may conduct parent conferences and meet with teachers and guidance counselors.

Care: assists in admission and release procedures; maintains discipline and control of children incarcerated, intervening in crisis; stimulates interest and supervises participation in comprehensive activities programs; teaches personal hygiene, and basic living skills; supervises children in light housekeeping tasks; monitors security devices, and conducts facilities inspections as necessary; may attend court proceedings as a witness.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of the principles of psychology and sociology as they pertain to youth in society;
Knowledge of counseling methods and techniques;
Knowledge of recreational, social and related human services available in the County;
Ability to communicate effectively, both orally and in writing;
Ability to maintain case records and prepare a variety of written reports.

EMPLOYMENT STANDARDS:

Any combination of education and experience equivalent to graduation from high school and four years of experience working with and counseling adolescents, preferably graduation from college with major course work in psychology, social work, sociology or a related field.

REGRADED:	July 8, 2006
REVISED:	October 12, 1990
ESTABLISHED:	March 8, 1982

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